

~~ADMINISTRATIVE INTERNAL USE ONLY~~

DD/A Registry

File Bldg 69

INSPECTOR GENERAL

76-2930

10 SEP 1976

MEMORANDUM FOR: Deputy Director for Administration

DD/A Registry

76-4541

FROM : John H. Waller  
Inspector General

SUBJECT : Inspection Staff Requirements for Space

1. You are generally familiar with our space problems. At present we have seats for 19 inspectors, two of whom are doubled up in one room with the rest being distributed in a series of small cubicles. As an example of the use of space, we have arranged for two more separate cubicles in the area that was used during the investigation than were planned for that office by the Architectural Design Staff. We still have one permanent inspector to fill out our Table of Organization and are planning to take on the remaining secretary that we have been authorized.

2. Our present inspection activity has resulted in the detailing to us of four additional officers to assist us in our current work. We have made a temporary arrangement with CI Staff for the use of two desks in its area on the second floor, but this really does not help solve our problem. Our space problem clearly will be a major difficulty for us for some months to come.

3. It would be greatly appreciated if you could have a check made to see where there is space in the building that we could use at least until the end of the year. As an indication of the continuing nature of our problem I am attaching for your information a copy of a memorandum addressed to the AO/DCI last June.

[REDACTED]

STATINTL

John H. Waller

Attachment a/s

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~~ADMINISTRATIVE-INTERNAL USE ONLY~~

INSPECTOR GENERAL

76-2410

25 June 1976

MEMORANDUM FOR: AO/DCI

SUBJECT : Inspection Staff Requirements for Space

STATINTL

1. As you are aware the Inspection Staff does not have sufficient space for the people assigned to it. [REDACTED] and [REDACTED] are to report to this office in the near future and our T/O calls for another inspector who has yet to be selected, but who probably will be picked sometime in July. We also have one secretary who is still to report to us. We have no seats for any of these people.

STATINTL

2. We now have two persons on contract for whom we have had to make day-to-day arrangements simply because we do not have desks for them. Our experience in the last three years has been that we have had a series of special task forces and persons under contract which have created additional space problems. Given the post-investigation environment, and our experience in the last couple of years, it seems that we should provide additional space against the contingency of further such activities. This space should provide for as many as three officers and one secretary, the actual number depending on the problem at hand.

3. We request space for four staff employees to fill out our present approved T/O (three inspectors and one secretary), and four more for task forces (three contract inspectors and one secretary), totalling eight in all. On the basis of cubicles with a minimum of 255 square feet per person (approximately 16 x 16) this would come to a total of a minimum of some [REDACTED] square feet. We consider this to be an interim arrangement pending our eventual relocation to the sixth floor in the space presently occupied by the IC Staff.

STATINTL

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4. The new inspection program is hampered under existing circumstances. One survey has already been postponed and we may find that other topics on the schedule will have the same experience. This has become a critical problem and your urgent attention is requested.

STATINTL

Deputy Inspector General

ILLEGIB

ILLEGIB

UNCLASSIFIED				CONFIDENTIAL				SECRET			
OFFICIAL ROUTING SLIP											
TO	NAME AND ADDRESS						DATE		INITIALS		
1	<i>Del</i>						<i>9/15/76</i>		<i>del</i>		
2	<i>Regisry</i>										
3	<i>Mr.</i> [REDACTED]										
4	<i>3:30 P.M.</i>										
5	<i>Wed., 15 Sept 1976</i>										
6											
ACTION				DIRECT REPLY				PREPARE REPLY			
APPROVAL				DISPATCH				RECOMMENDATION			
COMMENT				FILE				RETURN			
CONCURRENCE				INFORMATION				SIGNATURE			
Remarks:											
<i>Hold until [REDACTED]</i> <i>give me an answer</i> <i>Wednesday</i> <i>Mr. Blake &amp; Mr. Malenick met w/ Mr. [REDACTED] on 15 Sept re this matter.</i> <i>Mr. Blake subsequently phoned IO re outcome - IO satisfied. del 9/15/76</i>											
FOLD HERE TO RETURN TO SENDER											
FROM: NAME, ADDRESS AND PHONE NO.										DATE	
Approved For Release 2001/08/07 : CIA-RDP79-00498A000100130006-0 UNCLASSIFIED CONFIDENTIAL SECRET											

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Approved For Release 2001/08/07 : CIA-RDP79-00498A000100130006-0

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Inspector General

EXTENSION

NO.

DATE

10 SEP 1976

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Deputy Director for Administration

2X-4

8

I G Needs Space

2.

DDA

9/15/76

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A/DDA

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